

**Tri-County Board of Recovery & Mental Health Services  
Board of Directors' Meeting  
Minutes**

**July 15, 2009**

**BOARD MEMBERS PRESENT**

Dennis Butts  
Jewell Good  
Julie Harmon  
Marianne Helmlinger  
Jerry Herbe  
Kate Ketron  
George Lovett, Chairperson  
William Lutz  
Michael Martin  
Kim Small  
Jason Wagner  
Roger Welklin  
Marcy Youtz

**GUESTS PRESENT**

Byron Ewick, MCRC  
Peggy Follrod, MCMHC  
Cynthia Hill, SafeHaven  
Lyn McArdle, DCRS  
Joanne Mieding, Miami County NAMI  
Jim Moore, DCMHC  
Nancy Sullivan  
Terry Swartz, Community Housing  
Ken Ward, SCCC

**BOARD STAFF PRESENT**

Joyce Arnold  
Terri Becker  
Amanda Brown  
Jodi Long  
Mark McDaniel, Executive Director  
Steve McEldowney

The Tri-County Board of Recovery and Mental Health Services met at the Board office on Wednesday, July 15, 2009 for their Board of Directors' meeting. George Lovett called the meeting to order at 6:45 p.m.

Board staff member Amanda Brown took roll call. Thirteen Board members were present; three were absent. The Board staff and guests introduced themselves and identified the agency or group they represented. A sign-in sheet was available to them for attendance records.

**APPOINTMENT OF SECRETARY**

Jason Wagner was appointed secretary to attest to the Board meeting minutes.

**APPROVAL OF AGENDA & MINUTES OF THE PREVIOUS MEETING**

The Board reviewed the revised agenda for the evening. Jerry Herbe made a motion to approve the agenda as presented. Seconded by Jewell Good. Vote taken. Motion carried.

The Board reviewed the minutes of the June 17, 2009 Board of Directors' meeting. Kate Ketron made a motion to approve the minutes of the June 17, 2009 Board of Directors' as presented. Seconded by Jewell Good. Vote taken. Motion carried.

## BOARD GOVERNANCE

Mark announced that the Board of Directors has three new Board members. The new members are Dennis Butts, Darke County Commissioner appointee and Chief of Police at the Greenville Police Department; Kim Small, non-voting appointed member and Program Director at the Miami County YWCA; and Michael Martin, ODADAS appointee and Director of Samaritan Works. George Lovett administered the Oath of Office to the new Board members and welcomed them to the Board. Mark also announced that one additional member would be appointed to the Board in the near future.

The Board reviewed Policies 101 – 121. Mark explained that these are the fiscal policies of the Board and noted that Grant Kerber, the Board Attorney, has reviewed all Board policies and made recommendations for improvements. Bill Lutz raised a question regarding Policy 104 and the language stating that operating Board reserves shall be 17%. He suggested that perhaps the language should be changed to “a minimum of” rather than “shall be”. Mark explained that the level for Board Reserves had been set by the Board some time ago and can be reexamined by the Board at a later time if they choose. After further review, Jason Wagner made a motion to approve Board Policies 101 – 121. Seconded by Marianne Helmlinger. Vote taken. Motion carried.

## OLD BUSINESS

### FINANCE COMMITTEE – Jerry Herbe

Jerry Herbe reported that the Finance Committee met prior to the full Board meeting. The Board reviewed the minutes of the June 2009 Finance Committee meeting. Jerry made a motion to approve the minutes of the June 17, 2009 Finance Committee meeting as presented. Seconded by Bill Lutz. Vote taken. Motion carried.

The Board reviewed the Financial Statements from June 2009. Jerry noted that revenue is near 100% through May 2009. Jerry also noted that the Board Administration budget was under budget for FY2009 at around 90%. After further review, Jerry made a motion to approve the June 2009 Financial Statements as presented. Seconded by Roger Welklin. Vote taken. Motion carried.

The Board reviewed the Service Reports from May 2009. Jerry explained that the report reflects each agency's status concerning delivery of services reported through May 2009, 92% of the way through the fiscal year. Jerry noted that both mental health and AoD services are at where they should be at this point in the fiscal year.

The Board reviewed the Quarterly List of Transactions from April – June 2009. Jerry noted that out-of-county expenses continue to be the largest expense in the report. Jerry made a motion to approve the Quarterly List of Transactions from April – June 2009 as presented. Seconded by Jewell Good. Vote taken. Motion carried.

Jerry reported that the Calendar Year 2008 State Audit is complete and has been electronically signed. We should receive hard copies of the Audit in the near future.

Jerry provided an update for the Building Committee on ODMH Capital Grant MH-856 for Shelby County Counseling Center. He reported that architectural prints are finished for the new site and noted that plans for renovation are moving forward. Jerry noted that Mark is currently working on a capital grant application that is due to ODMH on September 4, 2009.

The Board reviewed the FY2009 FAST/ABC Agreement Amendments. Jerry reported that MCRC did not bill down their FY2009 FAST/ABC Agreement by \$700. Jerry also noted that both Family Stability and Miami County Children Services overbilled their contract for FY2009. As a result, Jerry made a motion to increase the FY2009 FAST/ABC Agreement with Family Stability by \$100 for a revised total of \$54,433 and increase the FY2009 FAST/ABC Agreement with Miami County Children Services by \$600 for a revised total of \$12,734. Seconded by Marianne Helmlinger. Vote taken. Julie Harmon noted that she sits on the Miami County Family and Children's First Council and abstained from the vote. Motion carried.

The Board reviewed an FY2010 Contract Amendment for the Miami County Recovery Council. George reported that Miami County Recovery Council would be enhancing infrastructure due to increased demand for services in Miami County that may result in opening a satellite office in Piqua. After further explanation, George made a motion to increase the FY2010 Contract with Miami County Recovery Council in the amount of \$50,000. Seconded by Bill Lutz. Vote taken. Motion carried.

Mark provided an update on the state budget and provided a handout outlining the budget line items that impact our system and the anticipated cuts for both ODMH and ODADAS. The document included FY2009 figures as well as figures for FY2010 and FY2011 as approved by the State Budget Conference Committee. Mark noted that ODADAS line items in particular took a considerable hit in this budgeting process. Mark explained how this budget would also impact federal block grant dollars that come into our system. Mark noted that the largest cut in the ODMH budget was in the 505 line item, which is the line item for community mental health services. After further explanation and review, Mark noted that as the final numbers come in from the State, the Board would need to apply the tiered budget reduction plan that was approved by the Board. Since the Board does not have a scheduled meeting in August, Mark explained that the Executive Committee could meet and review the budget reductions and begin applying the tiered reduction plan to agency contracts and Board administration. He further noted that this will be a difficult time for our system, this budget will impact services and there will be staff loss.

#### EXECUTIVE COMMITTEE – George Lovett

George Lovett announced that the Board would be entering into executive session to discuss a personnel matter. A roll call vote was taken to enter into executive session. The Board entered into executive session.

Following the executive session, George Lovett made a motion to return to open session. Seconded by Marcy Youtz. Vote taken. Motion carried.

George reported that the Executive Committee met prior to the full Board meeting and reviewed the results from the Executive Director's performance appraisal. George noted that Mark's evaluation results scored above excellent and congratulated Mark for a job well done. Marianne Helmlinger made a motion to approve the results of the Executive Director's positive performance appraisal as presented. Seconded by Jewell Good. Vote taken. Motion carried.

**STAFF REPORTS**

**DIRECTOR’S REPORT** – Mark McDaniel

Mark presented the Director’s Report to the Board and presented the Board with several articles from the Columbus Dispatch regarding the budget. He called attention to the great deal of advocacy that has occurred in our system during the budgeting process. He noted that though our system may not have the dollars or power that other larger systems have, we have made a difference and continue to make a difference when we advocate for services and adequate funding for our system. He thanked everyone for their advocacy so far and encouraged everyone to continue advocating for our system and those we serve.

**NEW BUSINESS**

George reminded the Board that there is no scheduled Board meeting in August. There being no new business, Jerry Herbe made a motion to adjourn. Seconded by Kate Ketron. Vote taken. Motion carried. The Board meeting adjourned at 7:55 p.m.

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George Lovett, Chairperson

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Jason Wagner, Secretary

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Amanda Brown